Employee Post-Travel Disclosure of Travel Expenses

Date/Time Stamp:
RECEIVED
SECRETARY OF THE SENATE
PUBLIC RECORDS

Post-Travel Filing Instructions: Complete this form within 30 days of returning from travel. Submit all forms to the Office of Public Records in 232 Hart Building.

2020 FEB - 3 AM 10: 22 - + Ed - J

In compliance with Rube reimbursed/paid for	• • • • • • • • • • • • • • • • • • • •	-	sures with respect to	travel expenses that have been or w
	•	orization (Form RE-1), A		y, invitee list, etc.)
Private Sponsor(s) (list	all): The Aspen In	stitute Inc. (Socrates	s Program) ("AISP	")
Travel date(s): Janua				
Name of accompanying Relationship to Travele	· ·	ıny): Child		
	OSTS IN EMPLOYEE	EASE DUE TO THE ACC EXPENSES. (Attach addi		SE OR DEPENDENT CHILD, ONLY
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☑ Good Faith Estimate	\$98.00	\$238.00	\$122.00	\$110.00
☐ Actuai Amount				
Expenses for Accomp	anying Spouse or De	ependent Child (if applie	cable):	
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses (Amount & Description)
☐ Good Faith Estimate				
☐ Actual Amount				
•	•		. , . , .	ttach additional pages if nance, and the role of Congress.
2/2/2020	AWBRE	BARNETT.		La ROJ
(Date)		name of traveler)		(Signature of traveler)

TO BE COMPLETED BY SUPERVISING MEMBER/OFFICER:

I have made a determination that the expenses set out above in connections with travel described in the Employee Pre-Travel Authorization form, are necessary transportation, lodging, and related expenses as defined in Rule 35.

 $\frac{2/3/2020}{(Date)}$

(Signature of Supervising Senator/Office)

(Revised 1/3/11)

Form RE-1

(Revised 10/19/15)

EMPLOYEE PRE-TRAVEL AUTHORIZATION

<u>Pre-Travel Filing Instructions</u>: Complete and submit this form at least 30 days prior to the travel departure date to the Select Committee on Ethics in SH-220. Incomplete and late travel submissions will <u>not</u> be considered or approved. This form <u>must</u> be typed and is available as a fillable PDF on the Committee's website at ethics.senate.gov. Retain a copy of your entire pre-travel submission for your required post-travel disclosure.

Employing Office/Committee: Private Sponsor(s) (list all): The Aspen Institute Inc. (Socrates Program) ("AISP") Travel date(s): January 17 - 19, 2020 Note: If you plan to extend the trip for any reason you must notify the Committee. Destination(s): Cambridge, MD Explain how this trip is specifically connected to the traveler's official or representational duties: The Socrates seminar is designed to facilitate discussions about leadership, responsible governance and the role of Congress. This relates to my position because as Tax Counsel for the Senate Finance Committee I am tasked with leading various inlintwess and teams to resolve policy issues. Since the Socrates seminar is focused on honing both leadership and responsible governance iskills, this seminar will be beneficial for me to be involved in because I have to utilize these skills often in my role as tax staff for the Finance Committee. Name of accompanying family member (if any): Relationship to Employee: Spouse Child I certify that the information contained in this form is true, complete and correct to the best of my knowledge: Other Caraste Child County Child Child County Child	Name of Traveler:	Andre Barnett
Private Sponsor(s) (list all): The Aspen Institute Inc. (Socrates Program) ("AISP") Travel date(s): January 17 - 19, 2020 Note: If you plan to extend the trip for any reason you must notify the Committee. Destination(s): Cambridge, MD Explain how this trip is specifically connected to the traveler's official or representational duties: The Socrates seminar is designed to facilitate discussions about leadership, responsible governance and the role of Congress. This relates to my position because as Tax Counsel for the Senate Finance Committee I am tasked with leading various initiatives and teams to resolve policy issues. Since the Socrates seminar is focused on honing both leadership and responsible governance skilis, this seminar will be beneficial for me to be involved in because I have to utilize these skills often in my role as tax staff for the Finance Committee. Name of accompanying family member (if any): Relationship to Employee: Spouse Child I certify that the information contained in this form is true, complete and correct to the best of my knowledge: Obtainable Carable Cara	Employing Office/Committee:	Senate Finance Committee
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Relationship to Employee: Spouse Child I certify that the information contained in this form is true, complete and correct to the best of my knowledge: 3/2020	relates to my position because as Tar teams to resolve policy issues. Since skills, this seminar will be beneficial for	x Counsel for the Senate Finance Committee I am tasked with leading various initiatives and the Socrates seminar is focused on honing both leadership and responsible governance
TO BE COMPLETED BY SUPERVISING SENATOR/OFFICER (President of the Senate, Secretary of the Senate, Sergeant at Arm Secretary for the Majority, Secretary for the Minority, and Chaplain): I. Chuel Carester hereby authorize Andre Traveler's Name) an employee under my direct supervision, to accept payment or reimbursement for necessary transportation, lodging, and related expenses for travel to the event described above. I have determined that this travel is in connection with his or he duties as a Senate employee or an officeholder, and will not create the appearance that he or she is using public office for private gain. I have also determined that the attendance of the employee's spouse or child is appropriate to assist in the representation of the Senate. (signify "yes" by checking box) Church Server Arms Secretary of the Senate, Secretary of the Senate, Secretary of the Senate, Sergeant at Arm Secretary for the Senate at Arms Secretary for the Senate, Secretary of the Senate, Secretary of the Senate, Sergeant at Arm Secretary for the Senate, Secretary of the Senate, Secret	Name of accompanying family men Relationship to Employee: Spor	nber (if any):
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(SIXTIGIUTE O) SUPET VISITIX SETIGIOT Officer) 🗗 🗗	•	(ing hox)

PRIVATE SPONSOR TRAVEL CERTIFICATION FORM

This form must be completed by any private entity offering to provide travel or reimbursement for travel to Senate Members, officers, or employees (Senate Rule 35, clause 2). Each sponsor of a fact-finding trip must sign the completed form. The trip sponsor(s) must provide a copy of the completed form to each invited Senate traveler, who will then forward it to the Ethics Committee with any other required materials. The trip sponsor(s) should NOT submit the form directly to the Ethics Committee. Please consult the accompanying instructions for more detailed definitions and other key information.

The Senate Member, officer, or employee MUST also provide a copy of this form, along with the appropriate travel authorization and reimbursement form, to the Office of Public Records (OPR), Room 232 of the Hart Building, within thirty (30) days after the travel is completed.

!.	Sponsor(s) of the trip (please list all sponsors): The Aspen Institute Inc. (Socrates Program) ("AISP")
	Description of the trip: The AISP is sponsoring a Socrates seminar to discuss leadership,
	responsible governance and the role of Congress.
•	Dates of travel: January 17-19, 2020
	Place of travel: Cambridge, MD
	Name and title of Senate invitees: See attached.
	I certify that the trip fits one of the following categories: (A) The sponsor(s) are not registered lobbyists or agents of a foreign principal and on the retain or employ registered lobbyists or agents of a foreign principal and no lobbyist or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip. (B) The sponsor or sponsors are not registered lobbyists or agents of a foreign principal, but retain or employ one or more registered lobbyists or agents of a foreign principal and the trip meets the requirements of Senate Rule 35.2(a)(2)(A)(i) or (ii) (see question 9). I certify that the trip will not be financed in any part by a registered lobbyist or agent of a foreign principal. I certify that the sponsor or sponsors will not accept funds or in-kind contributions earmarked directly or indirectly for the purpose of financing this specific trip from a registered lobbyist or agent of a foreign principal or from a private entity that retains or employs one or more registered lobbyists or agents of a foreign principal.
	 I certify that: The trip will not in any part be planned, organized, requested, or arranged by a registered lobbyist or agent of a foreign principal except for de minimis lobbyist involvement. AND - The traveler will not be accompanied on the trip by a registered lobbyist or agent of a foreign principal except as provided for by Committee regulations relating to lobbyist accompaniment (see question 9).

9.	USE ONLY IF YOU CHECKED QUESTION 6(B) I certify that if the sponsor or sponsors retain or employ one or more registered lobbyists or agents of a
	ioreign principal, one of the following scenarios applies:
	(A) The trip is for attendance or participation in a one-day event (exclusive of travel time and one overnight stay) and no registered lobbyists or agents of a foreign principal will accompany the Membe officer, or employee on any segment of the trip.
	(B) The trip is for attendance or participation in a one-day event (exclusive of travel time and two overnight stays) and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee on any segment of the trip (see questions 6 and 10).
	(C) The trip is being sponsored only by an organization or organizations designated under § 501(c)(3) of the Internal Revenue Code of 1986 and no registered lobbyists or agents of a foreign principal will accompany the Member, officer, or employee at any point throughout the trip.
10.	USE ONLY IF YOU CHECKED QUESTION 9(B) If the trip includes two overnight stays, please explain why the second night is practically required for Senate invitees to participate in the travel:
11.	An itinerary for the trip is attached to this form. I certify that the attached itinerary is a detailed (hourby-hour), complete, and final itinerary for the trip.
12.	Briefly describe the role of each sponsor in organizing and conducting the trip:
	The Aspen Institute Socrates Program is the sole sponsor of the seminar and organized and conducted
	the trip (including selected the participants, developed the agenda, planned the seminar and coordinated
	the travel). (See attached Appendix)
13.	Briefly describe the stated mission of each sponsor and how the purpose of the trip relates to that mission:
	The Aspen Institute is an educational and policy studies non-partisan, non-profit organization whose
	mission is to foster leadership based on enduring values and provide a non-partisan forum for the
	exchange of ideas. (See attached Appendix)
14.	Briefly describe each sponsor's prior history of sponsoring congressional trips:
	The Aspen Institute has a nearly forty year history of conducting non-partisan educational congressional
	trips; the Socrates Program, specifically, also has conducted congressional trips.

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The Aspen Institute organizes numerous educational activities, including briefings, roundtables, forums					
and conferences for a diverse range of attendees including federal and state policymakers, business and					
	s, members of the press				
Total Expenses for Each Participant:					
	Transportation Expenses	Lodging Expenses	Meal Expenses	Other Expenses	
Good Faith estimate Actual Amounts	\$98.00 for bus	\$238.00 for two nights (\$119.00 per night)	\$122.00	\$110.00 for conference room fees (includes meeting facilities, set up, take down cleaning)	
State whether a) the	trip involves an event that	at is arranged or organ	ized without regar	d to congressional	
congressional partici	trip involves an event the ne trip involves an event involves an event involves an event in an event that is organized	that is arranged or orga	anized <i>specifically</i>	with regard to	
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21.	Describe how the daily expenses for lodging, meals, and other expenses provided to trip participants compares to the maximum per diem rates for official Federal Government travel:
	Lodging rates are \$119.00/per night, which reflects the per diem rate.
	Meal rates are \$61.00/per day, which reflects the per diem rate.
22.	Describe the type and class of transportation being provided. Indicate whether coach, business-class or first class transportation will be provided. If first-class fare is being provided, please explain why first-class travel is necessary:
	Round-trip transportation will be provided by chartered, coach-class bus between Washington D.C. and
	the conference center.
23.	I represent that the travel expenses that will be paid for or reimbursed to Senate invitees do not include expenditures for recreational activities, alcohol, or entertainment (other than entertainment provided to all attendees as an integral part of the event, as permissible under Senate Rule 35).
24.	List any entertainment that will be provided to, paid for, or reimbursed to Senate invitees and explain why the entertainment is an integral part of the event:
	None
25.	I hereby certify that the information contained herein is true, complete and correct. (For trips involving more than one sponsor, you must include a completed signature page for each additional sponsor): Signature of Travel Sponsor:
	Name and Title: Elliot Gerson, EVP Public and Policy Programs
	Name of Organization: The Aspen Institute
	Address: 2300 N St, NW Washington DC, 20037
	Telephone Number: 202-736-5859 (Lisa Jones, Deputy General Counsel)
	Fax Number:
	E-mail Address: lisa.jones@aspeninstitute.org
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Emerging Governance Leaders Seminar

Leadership & the Role of Congress

January 17-19, 2020 Hyatt Regency Chesapeake Bay Cambridge, Maryland

Friday, January 17th

5:00 p.m. Shuttle departure from Capitol Hill

7:00 p.m. Shuttles arrives at Hyatt Regency Chesapeake Bay

7:00 p.m. - 8:00 p.m. Check-In & Reception

8:00 p.m. – 9:30 p.m. Socrates Opening Dinner and Program

"Responsible Governance and Your Role in Congress"

A conversation between Colleen Shogan, Assistant Deputy Librarian for Collections and Services at the Library of Congress, and Cordell Carter, Socrates Program Director.

Saturday, January 18th

7:45 a.m. – 9:00 a.m. Breakfast

9:00 a.m. – 12:00 p.m. Seminar Session I: The Evolution of Congress: How Did We

Get Here?

10:30 a.m. – 10:45 a.m. Morning Break

12:00 p.m. – 1:00 p.m. Lunch

1:00 p.m. – 4:00 p.m. Seminar Session II: Congress and Its Governance

Challenges

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2:30 p.m. – 2:45 p.m. Afternoon Break

4:00 p.m. – 5:30 p.m. TBD Afternoon Activity

6:15 p.m. – 7:00 p.m. Reception

7:00 p.m. – 8:15 p.m. Dinner

8:30 p.m. – 9:15 p.m. Fireside Chat

"Life & Lessons in Congress"

Moderated by Cordell Carter, Socrates Program Director

Sunday, January 19th

7:45 a.m. – 9:00 a.m. Breakfast

9:00 a.m. – 12:00 p.m. Seminar Session III: Congressional Reform

10:30 a.m. – 10:45 a.m. Morning Break

12:00 p.m. Check-out

12:00 p.m. – 1:00 p.m. Lunch

1:00 p.m. Shuttle departs for Capitol Hill

3:00 pm Shuttle arrives to Capitol Hill



1:00 p.m. – 4:00 p.m. Seminar Session II: Congress and Its Governance Challenges

2:30 p.m. – 6:45 p.m. Afternoon Break

7:00 p.m. – 8:30 p.m. Working Dinner with Discussion of Seminar Session II

8:45 p.m. – 10:00 p.m. Fireside Chat

"Life & Lessons in Congress"

A conversation with William Hoagland, Bipartisan Policy Center

Senior Vice President (or another former staffer/member)
Moderated by Cordell Carter, Socrates Program Director

Sunday, January 19th

7:45 a.m. – 9:00 a.m. Breakfast

9:00 a.m. – 12:00 p.m. Seminar Session III: Congressional Reform

10:30 a.m. – 10:45 a.m. Morning Break

12:00 p.m. Check-out

12:00 p.m. – 1:00 p.m. Working Lunch with Discussion of Seminar Session III

Conversation will consider the Articles 1 and 2 of the Constitution, and how foundations of the U.S. government inform and

influence the role of Congress today.

1:00 p.m. Shuttle departs for Capitol Hill

3:00 pm Shuttle drops off participant

Page 4 of 12



Emerging Governance Leaders Seminar

Leadership & the Role of Congress

Moderators: Colleen Shogan Seminar Weekend Schedule

January 17-19, 2020
Hyatt Regency Chesapeake Bay Resort
Cambridge, MD

Friday, January 17th

5:00 p.m. Shuttle departure from Capitol Hill

6:45 p.m. Shuttles arrives at Hyatt Chesapeake Bay

7:00 p.m. - 8:00 p.m. Seminar Check-In & Registration

8:00 p.m. – 9:30 p.m. Socrates Opening Dinner and Program

Conversation will consider the governance challenges of Congress, exploring what resources and knowledge inform Congress and how technology and changing norms of representation are

affecting governance.

Saturday, January 17th

7:45 a.m. – 9:00 a.m. Breakfast

9:00 a.m. – 12:00 p.m. Seminar Session I: The Evolution of Congress: How Did We Get

Here?

10:30 a.m. – 10:45 a.m. Morning Break

12:00 p.m. – 1:00 p.m. Working Lunch with Discussion of Seminar Session I

Conversation will consider the evolution of Congress and what it

means to represent.



Table of Contents

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Guide to Preparing for a Socrates Seminar	6
Discussion Questions	10
Moderator & Speaker Biographies	11
Shuttle Transportation	14

Contact Information:

Hyatt Chesapeake Bay 100 Heron Blvd

Cambridge, Maryland 21613 Front Desk: (410) 901-1234 Carly Raizon

Program Coordinator, Socrates Program Carly.Raizon@aspeninstitute.org

Office: (202) 736-3843 Cell: (301) 742-5219



To: Emerging Governance Leaders Seminar Participants
From: Cordell Carter, Director of the Socrates Program

Re: Seminar Logistics and Readings

Welcome to the Emerging Governance Leaders Seminar hosted by the Aspen Institute Socrates Program, a global education forum designed to provide emerging leaders with access to values and ethics-based learning on contemporary topics. Socrates seminars are off-the-record, roundtable discussions that focus on deepening insights, challenging leaders to live more responsibly, and encouraging reasoned discourse about pressing contemporary issues.

In a diverse countrylike the US, it is imperative that future governance leaders are being nurtured, trained, and mentored to fill and succeed in senior congressional staff roles. The Emerging Governance Leaders (EGL) series convenes an inclusive cohort of congressional staffers to engage in values-based discussion for personal and professional leadership development. This seminar explores how the foundations of the US government inform and influence the role of Congress today – and the responsibilities and expectations of those who serve within. Seminar participants will examine classic and modern texts on leadership, the creation of the American democracy, and the role of Congress.

The materials in this packet include:

- Weekend Agenda
- <u>Link</u> to Seminar Readings (*please read at least once prior to the seminar)
 Guide to Preparing for a Socrates Seminar
- Moderator & Speaker Biographies
- Shuttle Transportation
 - o If you do not plan to take the shuttle, please email Carly Raizon.

This seminar is a collaborative journey; its success depends on each person being willing to contribute to the discussion and to make room for the contributions of others. The work of the seminar is cumulative; its impact is felt when everyone is fully present and engaged.

Welcome to the Socrates community! The Socrates network (6,000+) includes investors, policy experts, entrepreneurs, public servants, academics, journalists, engineers, and artists from across the US and 45 countries. If you have any questions about the seminar, please feel free to contact Socrates Program Coordinator Carly Raizon – O: (202) 736-3843; M: (301) 742-5219; carly.raizon@aspeninstitute.org.

Best Regards,.

Cordell Carter, II

Director, Socrates Program



Emerging Governance Leaders Seminar Leadership and the Role of Congress

Article 1, Section 1 of the United States Constitution states, "All legislative Powers herein granted shall be vested in a Congress of the United States, which shall consist of a Senate and House of Representatives." The creation of this legislative body marked a significant departure from past governance systems and the start of the "American experiment." Two hundred thirty years later, how do the foundations of the United States government inform and influence the role of Congress today—and the responsibilities and expectations of those who serve within? In this seminar, we will examine classic and modern texts on leadership, the creation of the American democracy, and the role of Congress.

Please download the seminar readings here:

https://www.dropbox.com/s/tj4op0gcvjphzss/Readings.pdf?dl=0

Bring the readings (either printed or on a digital reader) to the seminar.

Please read these texts at least once before the start of the seminar.



Guide to Preparing for a Socrates Seminar

Socrates Program

The Socrates Program was founded the summer of 1996, beginning with a session called "Dilemmas of the Digital Age" at a time when the Aspen Institute was seeking a pathway for emerging leaders. The first group of participants came from Silicon Valley when the internet was coming of age. Socrates seminars continue to enable participants to explore current, pressing leadership challenges. Discussions are built around classic and contemporary texts, and are led by expert moderators who engage and encourage participants to share their views with a diverse group of peers. The seminars are designed as values-based Socratic explorations to facilitate the exchange of ideas. Since its inception, the Socrates Program has grown to include a diverse group of over 5,000 emerging leaders from the US and abroad.

Seminar Overview

The collection of readings has been curated for your seminar and Socratic discussions.

It is extremely important that you read the texts at least once in advance of the seminar.

This seminar is essentially a collaborative journey. With the help of an experienced moderator, each participant contributes his or her own reflections, experience, and curiosity to the conversation. Correspondingly, the success of the seminar depends on each person being willing to contribute to the discussion and to make room for the contributions of others.

The texts and discussions are not designed to lead you to any particular conclusion. What you take away from the seminar will depend on the concerns you bring to the discussion and the openness with which you approach the texts and the other participants. We hope the seminar experience—and the community of learning—will remain a meaningful touchstone for many years to come.

Seminar Guidelines

Readings: it is extremely important that you read the texts at least once before coming to the seminar. The texts are chosen and arranged to assist in examining ourselves and our world and have three complementary roles. First, the texts anchor our discussion by providing us a common starting point in the exploration of the seminar topic. Second, they are intellectual tools for helping us analyze moral problems and the tensions inherent in values-based decision making. Third, they are springboards which challenge us to reaffirm and re-think our fundamental values and the ways in which we live our lives. As you prepare for the seminar, it is essential to concentrate on your responses to what you read. Some passages will seem to agree with your own opinions and others will be at odds with your beliefs. As you read you should not dismiss any of the passages, but should consider each of them as potentially true.



Discussion Questions

Session I: The Evolution of Congress: How Did We Get Here?

Per the short movie clips you watched, how have expectations of Congress, representation, and ethics changed over time?

In the Federalist, Publius argues that voters will pick distinguished people. Those elected will not want to disappoint those who elected them. Pride and vanity will guarantee representatives will do a good job. Representatives won't pass bad laws because eventually they will have to live under them as private citizens. Are you persuaded by such arguments?

Why does the public love their Member of Congress but dislike the institution itself? Is this something to be concerned about or not?

Session II: Congress and Its Governance Challenges

What does it mean to engage in representation today, particularly when a Member of Congress must represent such a large group of citizens?

Is Congress as responsive to change as an institution as we would like? Nelson Polsby argues it's more responsive than typically given credit for. But what are your thoughts?

Do the rules of the Senate no longer fit the composition of its membership and the legislative behavior of Senators?

What is deliberation in the contemporary Congress? How does Congress deliberate? Does it deliberate? Is this a shortcoming or simply a reflection of living in partisan, polarized times?

Session III: Congressional Reform

Where does your knowledge come from in your work? Do you agree with Lee Drutman that relying on trade associations and lobbyists is the de facto approach? How do you mitigate this in your own work? Is it problematic or not?

What would a digitally enabled Congress look like?

Can other committees adapt the process used by Senate Armed Services to formulate the NDAA? Why or why not?



In so doing, you will come to a better understanding of your own ideas and assumptions and be better able to imagine why others hold the ideas that they do.

Participants: you will enter a collaborative journey in the company of an accomplished group of peers. The richness of the confidential discussion derives not only from each group's unique insights and concerns, but also from the trust that develops when each person takes time to listen and learn from all of those assembled, and to ask questions of the texts and each other.

Socrates seminars are off-the-record and adhere to *Chatham House Rules*, meaning participants can use the information received, but neither the identity nor the affiliation of the speaker(s), nor that of any other participant, may be revealed. At the start of the seminar, moderators will communicate their preferred norms for seminar discussion and flow of conversation. In general, the Socrates seminar model employs the following:

- Namecard turned vertical: indicates desire to speak and make a point.
- Two fingers raised: indicates desire to make a concise point/interjection (less than 2 minutes) directly related to current topic.

Moderator(s): they will not lecture, nor is their role to supply answers. Rather, they will ask questions about the texts and the way in which the texts challenge us to rethink our roles as leaders and as human beings. Our aim is that rare occurrence—a genuine conversation about the things that matter most.

Barnett, Andre (Finance)

From:

Socrates Program <socrates@aspeninst.org>

Sent:

Monday, December 16, 2019 9:36 AM

To:

Barnett, Andre (Finance)

Subject:

Socrates Emerging Governance Leaders Seminar

Attachments:

Private Sponsor Travel Certification Form.pdf; Appendix to Private Sponsor Travel

Certification Form.pdf; Emerging Governance Leaders Seminar Agenda.pdf



Dear Andre,

We are pleased to invite you to participate in the Emerging Governance Leaders Seminar Series located in Cambridge, Maryland from January 17-19, 2020.

The Socrates Program will provide shuttles departing from Capitol Hill to Wye on Friday, January 17th at 5:00 p.m. and returning on Sunday, January 19th at 1:00 p.m. Should you accept attendance, it is required that you participate through the duration of the seminar. Your lodging and meals will be paid for by the Aspen Institute Socrates Program. Under the ethics rules, no expenses are provided for entertainment or recreation.

This seminar is designed for the educational benefit of a bipartisan, bicameral group of Congressional staff focusing on the foundations of Congress and its role in the nation's governance. Our purpose is education, not advocacy. In order to participate, you will need to submit the requisite travel forms to the Ethics Committee and secure approval. Attached to this email, you will find the ethics packet which contains the (1) completed primary trip sponsor form and (2) the program agenda.

Please submit all required documentation to the Ethics Committee by Tuesday, December 17, 2019: 1) Primary Trip Sponsor Form (2) Agenda and (3) invitation (all provided by the Aspen Institute) and (4) Pre-Traveler Authorization Form, available on the Ethics website, https://www.ethics.senate.gov/public/index.cfm/travel. Travel forms must be submitted to the Ethics Committee no later than thirty days before travel commences or you will not be eligible to attend.

Here are a few additional items to facilitate your planning:

Lodging - participants will all be staying at the Hyatt Chesapeake in Cambridge, Maryland.

Seminar materials – the seminar readings (PDFs), schedule, and arrival details will be sent to you approximately 2-3 (Sweeks before the seminar. Note: a summary of the seminar topic and moderator biography are attached.

If you have any questions, please feel free to call Socrates Program Coordinator, Carly Raizon at 202-736-3843.

Kind Regards,

Cordell Carter, II | The Aspen Institute

Director, Socrates Program